



**DEPARTMENT OF THE ARMY  
ARMY NATIONAL GUARD MANEUVER TRAINING CENTER  
FORT PICKETT  
BLACKSTONE, VIRGINIA 23824-9000**

NGVA-MTC-PTD

11 September 2012

**STANDING OPERATING PROCEDURES  
MOTOR VEHICLE OPERATORS AND EMERGENCY RESPONSE DRIVERS TRAINING**

**1. APPLICABILITY.**

These Standard Operating Procedures apply to all personnel, agencies, academies, bureaus, and departments conducting drivers training for law enforcement, corrections or security personnel. It does not apply "in toto" to military organizations conducting basic or refresher military occupational specialty training on military equipment with military instructors.

**2. GENERAL**

- A. The airfield mission and aviation safety must and will take precedence over drivers training by law enforcement organizations.
- B. Driver's training is not the highest priority as published in the installation mission statement or federal statutes. Situations may arise in which driver's training will be cancelled at short notice because of a higher priority mission.

**3. POLICY**

- A. Compliance with any instructions issued by air traffic controllers (ATC) regarding airplane operating surfaces, safe operation of aircraft and temporary suspension of training for air operations is mandatory. Failure to comply with these instructions may result in cancellation of training and/or civil penalties under Federal law.
- B. Aircraft always have the right of way; vehicular traffic will immediately cede the right of passage to the aircraft. Trainees or instructors will not attempt to "lead" the aircraft thru, by or around traffic courses, either via vehicle or on foot. Interference with aircraft or air traffic control may result in cessation of training and submission of a flight hazard report to the Federal Aviation Administration.
- C. A Notice to Airmen (NOTAM) will be issued closing runway 1-19 during the training period. It cannot be issued more than 96 hours in advance. Vehicular movement on the runway for any reason is not authorized unless the NOTAM has been issued or two-way communication with ATC has been established and permission to enter the runway has been obtained.

- D. Training organizations that are not state entities, but are aligned with a municipal or county department or affiliated with a Department of Criminal Justice Services (DCJS) accredited academy will be assessed a \$100.00 daily usage fee payable to the Commonwealth of Virginia and sent to the Commander, ARNG MTC Fort Pickett, ATTN: VAFP-RM, Blackstone, VA 23824. Payment must be received prior to the scheduled dates of training. Training organizations such as the Virginia Department of Game and Inland Fisheries (DGIF), Virginia State Police (VSP) and Virginia Department of Transportation (VDOT), etc, may be exempt from this daily usage fee or may pay a reduced rate
- E. Each training organization will be assessed a non-refundable \$250 Foreign Object Debris fee. This fee is for removal of gravel, soil or other residue, via vacuum sweeper truck, immediately after the completion of training. The areas swept will be runway 1-19, "C" taxiway and "B" ramp. This fee is payable to the Town of Blackstone, 100 West Elm Street, Blackstone, VA 23824. The fee, because it directly relates to aviation safety and preservation of private property, will not be waived for local, state or federal organizations and must be received prior to the scheduled training date. The Town will notify the Maneuver Training Center Fort Pickett when the funds have been received. If the funds are not received prior to the scheduled training event the training will be cancelled.
- F. Speed Limits on Blackstone Army Airfield
  - (1) Three miles per hour within the "Circle of Safety" - The Circle of Safety is established to eliminate aircraft damage and personnel injuries. It is defined as an imaginary circle extending 10 feet out from the aircraft. Only mission essential equipment may operate within the Circle of Safety. Under no circumstances will training vehicles pass under the rotor blades of any helicopter
  - (2) Five (5) miles per hour within 100 feet of aircraft if the aircraft is stationery and engines are not running.

#### 4. RESPONSIBILITIES AND PROCEDURES

- A. In addition to Range Operations reporting requirements, the training officer, lead instructor or a designated representative must contact the airfield management or the ATC facility chief with a proposed training schedule or sequence of events not less than two business days prior to the requested date of training.
- B. In addition to Range Operations reporting requirements, the designated representative of the academy, department, or bureau must check in daily with the airfield management or the ATC facility chief for any updated information.

- C. Expendable paper products, hand soap, brooms, mops and cleaning supplies are not provided by the Maneuver Training Center and remain the responsibility of the using organization. All buildings used must be left in a good state of cleanliness, trash cans emptied and floors swept and mopped.
- D. The repair of facilities, fixtures, appurtenances, lights and signs damaged or destroyed during drivers training is the responsibility of the using organization and will not be accomplished by Maneuver Training Center personnel nor can the Maneuver Training Center accept reimbursement for any damage incurred. Repairs must be completed by qualified personnel with equipment meeting the specifications of the equipment damaged or destroyed. Substitution or depreciation of the facilities or equipment is not authorized. The Virginia Department of Aviation can provide the contact information for firms capable of accomplishing the necessary repairs.
- E. Damage to any airfield property must be reported immediately to the airfield manager or air traffic control.
- F. Fire extinguishers, if moved for safety reasons, shall be returned to the original location at the completion of training.
- G. The practicing or demonstration of “J” turns is expressly prohibited on any airplane operating surface. Intentional departure from the airplane operating surfaces on to the grass adjacent to the runways, taxiways or ramps areas is also prohibited, unless in an area approved for off-road recovery training. Accidental incursion onto the grass areas of the airfield which results in damage must be repaired at the expense of the training organization. The surface must be returned to original condition.

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